

# **ACVM Board of Governors Meeting**

**Mon, Jul 2, 2018 2:00 PM - 3:30 PM EDT**

1. Call to Order (C. Chase) C. Chase called the meeting to order at 2:02 pm EDT.
2. Approve Agenda (C. Chase)- motion made by A. Zajac to approve the agenda, seconded by D. White and was unanimously approved.
3. Roll Call (R. Wilkes)- diplomates in attendance included C. Chase, D. Tewari, T. Frana, J. Daniels, A. Zajac, H. Adams, D. White, K. Clothier, S. Dee, T. Gull, A. Woolums, M. Kennedy, C. Adolph, and K.J. Yoon
4. Moment of Silence for Dr. Sang J. Shin- a moment of silence was observed for Dr. Shin.
5. Consent Calendar (approve March BOG meeting minutes) Motion made by K. Clothier to approve the March minutes, seconded by A. Zajac and was unanimously approved
6. Old Business- Midwest Solutions- policies and procedures document, Jennifer Stalley and employees are putting together a policies and procedures manual. She suggested the committee chairs send her SOPs of important functions they perform to be incorporated into the document. J. Stalley suggested development of an ACVM calendar that contains a list of important activities and due dates.
7. Reports
  - a. Chris Chase- C. Chase thanked BOG members rotating off this year- Hayley Adams, Josh Daniels, and Dave White and had new BOG members introduce themselves- Melissa Kennedy and Chris Adolph (Kenitra Hammac was unable to attend). As C. Chase's last meeting as president, he thanked T. Frana and R. Wilkes. C. Chase mentioned he was proud of the accomplishment of updating our membership database and collecting delinquent dues, as a result of the efforts of Midwest Solutions (Jennifer Stalley) and T. Frana. The addition of Midwest Solutions as our administrative support to provide institutional memory over time was considered an accomplishment. C. Chase highlighted website advances, such as incorporation of the application process online. C. Chase thanked J. Daniels for all he and the exam committee have done to change the exam to be ABVS compliant, such as switching to a Modified-Angoff scoring method and updating to an online exam process using ExamSoft. C. Chase thanked D. White for improvement in the communications with the updated newsletter

and the addition of the listserv. C. Chase thanked D. Tewari for his efforts to build CE by adding webinars. T. Frana, J. Daniels, and D. White expressed their thanks to C. Chase for his support and providing opportunities to move the organization forward by creating an environment for change and no impediments to preventing progress.

b. D. Tewari (VP final report)- D. Tewari thanked the BOG for the opportunity to serve the organization. His vision for ACVM is to move forward with training opportunities through CE, not just to benefit ACVM but others as well. D. Tewari reminded the BOG that the parasitology group would like to provide webinars for the College.

c. R. Wilkes (Nancy Clough request for emeritus status, hiding member addresses and numbers from general public on the website)- R. Wilkes made a motion to accept N. Clough's request for emeritus status, seconded by T. Gull and was unanimously approved. R. Wilkes mentioned that some diplomates are concerned about the availability of personal information on our website. It was suggested that all contact info be placed behind the login screen so only diplomates could access the information. T. Frana also mentioned that EU regulations have changed regarding the availability of person information on the internet. Discussion took place and it was determined the general public should have access to email addresses so ACVM diplomates can be contacted but that all additional information, including addresses and phone numbers, should only be accessible by the membership. Follow-up- R. Wilkes sent out a reminder to the membership that all contact info provided to ACVM was publically available on the website and individuals should remove any information that should not be publically available. R. Wilkes received a quote from Sephone to make these changes to the website (billed at \$125 per hour, estimated to take 2-3 hour to complete and test), which was later approved by the BOG through email vote on July 24. This work has been completed by Sephone.

d. T. Frana (Treasurer's Report)-Based on current income from our active members (181) and expected expenses, the College is breaking even each year. Our expenses and income have been fairly stable. Our net worth is approximately \$90K.

e. D. White (Communications)- D. White has added the new diplomates to the listserv. D. White will continue to be communications chair- managing the newsletter and the listserv. K. Hammac is planning to further evaluate LinkedIn as a communications option but there is no obvious benefit of using LinkedIn vs our listserv for communication.

f. J. Daniels (filling in for D. Loy who took over as exam chair in July 2018, Exam Committee, approval of applicants)- 24 individuals applied to take exams. The exam committee determined 23 were eligible. A letter for the ineligible individual was prepared and sent to the BOG for review prior to the meeting. It was suggested the letter be edited to more clearly identify weaknesses to help the individual with future application. A motion was made by J. Daniels to approve the decisions of the exam committee, seconded by D. White, and was unanimously approved. Follow-up- an edited letter was sent to the

ineligible applicant by email on 7/3/2018. R. Wilkes also sent email notifications to all qualified applicants.

#### 8. New Business

- a. Election of new VP- C. Chase contacted Steve Olsen regarding his willingness to serve as VP prior to the BOG meeting and S. Olsen agreed. C. Chase asked for additional nominations for VP and none were provided. A motion was made to elect Steven Olsen as VP, seconded by D. White, and was unanimously approved.
- b. Request for non-DVM to apply for ACVM diplomate status- C Chase and R Wilkes. A medical doctor requested by email consideration to become a diplomate in ACVM. This individual has a medical degree from another country (but not a vet degree) and has an interest in One Health. Based on ABVS policies and procedures and ACVM by-laws, this individual is not applicable to become a diplomate. There is no route through exams for non-veterinarians. C. Adolph and D. White suggested other One-Health groups with which this individual could associate. Follow up-C. Chase drafted a letter for this individual to explain our policy and provide information about One-Health organizations for his consideration. The letter was sent by email.
- c. Brainstorming- How can ACVM be seen by AVMA and other associations as the go to group for infectious disease/immunology expertise? C. Chase handed over the meeting to new ACVM president A. Woolums to facilitate this discussion. There was some discussion about how to make ACVM relevant to stakeholders. D. White suggested we can gather links to CE to add to our website or to send out on the listserv that would benefit our membership. There was discussion about making changes to our website to make it a more useful interface for CE, not just for our membership but also clinical practitioners. We could start by adding links to content created by outside groups with the goal of creating our own content for CE credit in the future. T. Frana mentioned there were previous discussions regarding upgrading our website. T. Frana suggested contacting Sephone for a quote to make the site look more contemporary and also price for enhanced functionality for CE. There was discussion about the need to keep the website current if we begin using the site in this manner. This could be done through the communication committee but would really require someone to take charge of it to make sure there is always available content. D. Tewari mentioned our previous discussions with Midwest Solutions about the possibility of providing RACE credit for the CE. We would need to obtain RACE certification to provide the online CE for credit. This would cost the College funds to do this. D. Tewari mentioned AAAVLD is considering something like this and maybe we could team up with them. A. Woolums suggested an ad hoc committee to further explore options and to work on a proposal to present back to the BOG. C. Chase made a motion for formation of an ad hoc committee, the motion was seconded and unanimously approved. Those who volunteered to be on the ad hoc committee were T. Frana, D. White, R. Wilkes, and A. Woolums. T. Gull also suggested interacting with ACVIM and potentially having a

sponsored session at the ACVIM meeting to increase interaction with practitioners. We could also interact with groups such as AABP and other organizations in which practitioners are involved. There was additional discussion about AMR education for practitioners to be provided by ACVM. T. Frana mentioned ACVM is co-sponsoring the bacteriology symposium at AAVLD, which will focus on AMR. S. Dee would like the information developed to be practical for the clinician. Again, this type of initiative would need someone to take the lead to get it done. An ad hoc committee will be considered.

9. Adjourn- motion to adjourn by S. Dee, seconded by T. Frana, and was unanimously approved. Meeting adjourned at 3:34 pm EDT.